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IN THE UNITED STATES PATENT AND TRADEMARK OFFICE

APPLICANTS:    Kenny W. Lang                                 ) PATENT APPLICATION  
                    Kristin Zembeck-England                 )  
  )  
APPLICATION NO.: 10/001,601                                 ) Group Art Unit: Unknown  
  )  
FILED:                October 25, 2001                         ) Examiner:  
  ) Unknown  
  )  
FOR:    PROJECT MANAGEMENT TOOL                         ) Attorney Docket  
  ) No.: 37,343-00

MISSING PARTS

Commissioner  
for Patents  
Washington, D.C. 20231

<u>CERTIFICATE OF MAILING</u>	
I HEREBY CERTIFY THAT THIS CORRESPONDENCE IS BEING DEPOSITED WITH THE UNITED STATES POSTAL SERVICE WITH SUFFICIENT POSTAGE AS <del>FIRST CLASS</del> <sup>Express</sup> MAIL IN AN ENVELOPE ADDRESSED TO: COMMISSIONER FOR PATENTS, WASHINGTON, D.C. 20231	
on <u>February 7</u> 2002	By <u>Carol M. Neth</u> (Signature)
EL65466834US <u>CAROL M. NETH</u> (Typed or Printed Name of Person Signing Certificate)	

Sir:

Pursuant to a Notice to File Missing Parts of a Non-Provisional Application mailed on December 26, 2001, please substitute the enclosed set of five (5) drawing sheets for those currently on file. The enclosed drawings have been corrected for drawing informalities as described on the attached Formalities Letter.

Also enclosed is a Declaration for Patent Application (three (3) pages) signed by the inventors.

REMARKS

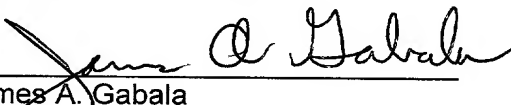
A check for \$130.00 is enclosed for the payment of the required fee. The Commissioner is hereby authorized to charge Deposit Account No. 01-0528 for the payment of any filing fees under 37 CFR §1.17 for the presentation of extra claims and charge any patent application processing fees under 37 CFR §1.17.

40001301-606702

The Examiner is respectfully requested to approve the enclosed drawings. In the event that further discussion is appropriate, the Examiner is earnestly solicited to telephone the undersigned at the telephone number indicated below.

Correspondence Address:  
BP America Inc.  
Attention: Docket Clerk  
BP Legal, Mail Code 2207A  
200 East Randolph Drive  
Chicago, Illinois 60601-7125

Respectfully submitted,

  
James A. Gabala

Attorney for the Applicants

Registration Number 29,537

(312) 856-3110

Date:

Feb 7, 2002

Enclosures: 5 sheets of drawings  
Declaration (3 pages)  
Formalities Letter (2 pages)  
Check for \$130.00



## UNITED STATES PATENT AND TRADEMARK OFFICE

COMMISSIONER FOR PATENTS  
UNITED STATES PATENT AND TRADEMARK OFFICE  
WASHINGTON, D.C. 20231  
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APPLICATION NUMBER	FILING/RECEIPT DATE	FIRST NAMED APPLICANT	ATTORNEY DOCKET NUMBER
10/001,601	10/25/2001	Kenny W. Lang	37,343

CONFIRMATION NO. 1919

## FORMALITIES LETTER



\*OC000000007231714\*

BP America Inc.  
Docket Clerk, BP Legal, M.C. 2207A  
200 East Randolph Drive  
Chicago, IL 60601-7125

Date Mailed: 12/26/2001



## NOTICE TO FILE MISSING PARTS OF NONPROVISIONAL APPLICATION

FILED UNDER 37 CFR 1.53(b)

*Filing Date Granted*

An application number and filing date have been accorded to this application. The item(s) indicated below, however, are missing. Applicant is given **TWO MONTHS** from the date of this Notice within which to file all required items and pay any fees required below to avoid abandonment. Extensions of time may be obtained by filing a petition accompanied by the extension fee under the provisions of 37 CFR 1.136(a).

- The oath or declaration is missing.  
*A properly signed oath or declaration in compliance with 37 CFR 1.63, identifying the application by the above Application Number and Filing Date, is required.*
- To avoid abandonment, a late filing fee or oath or declaration surcharge as set forth in 37 CFR 1.16(l) of \$130 for a non-small entity, must be submitted with the missing items identified in this letter.
- The balance due by applicant is \$ 130.

The application is informal since it does not comply with the regulations for the reason(s) indicated below.

The required item(s) identified below must be timely submitted to avoid abandonment:

- Substitute drawings in compliance with 37 CFR 1.84 because:
  - drawing sheets do not have the appropriate margin(s) (see 37 CFR 1.84(g)). Each sheet must include a top margin of at least 2.5 cm. (1 inch), a left side margin of at least 2.5 cm. (1 inch), a right side margin of at least 1.5 cm. ( 5/8 inch), and a bottom margin of at least 1.0 cm. (3/8 inch);

*A copy of this notice MUST be returned with the reply.*

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Initial Patent Examination Division (703) 308-1202

PART 1 - ATTORNEY/APPLICANT COPY

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